

 <p>STATE OF NORTH CAROLINA NC Department of Agriculture & Consumer Services Purchasing Office</p>	INVITATION FOR BIDS NO. 10-IFB-006803
	Bids will be publicly opened: 3:00 PM, December 19, 2014 Contract Type: Open Market
Refer ALL Inquiries to: Amy Beddingfield Telephone No. 919-707-3056	Commodity: 390 Fresh Fruits and Vegetables
E-Mail: amy.beddingfield@ncagr.gov	Using Agency Name: Food Distribution
(See page 3 for mailing instructions.)	

NOTICE TO BIDDERS

Sealed bids, subject to the conditions made a part hereof, will be received at this office 2, W Edenton Street, Room 412, Raleigh NC 27601 until 3:00p.m., December 19, 2014 and then opened, for furnishing and delivering the commodity as described herein. Refer to page 3 for proper mailing instructions.

Bids submitted via telegraph, facsimile (FAX) machine, telephone, and electronic means, including but not limited to e-mail, in response to this Invitation for Bids **will not** be acceptable. Bids are subject to rejection unless submitted on this form.

Please review the new additions to the Instructions to Bidders, which are found in new paragraphs 22 ("Confidentiality of Bids," which prohibits certain types of communications during the procurement process and any violation of this provision may subject bidder's bid to disqualification) and 23 (Executive Order #50-Price-Matching Preference); and review the changes to paragraphs 15 (Award of Contract) and 19 (Protest Procedures) in the Instructions to Bidders, which are required to implement Executive Order 50.

EXECUTION

In compliance with this Invitation for Bids, and subject to all the conditions herein, the undersigned offers and agrees to furnish and deliver any or all items upon which prices are bid, at the prices set opposite each item within the time specified herein. By executing this bid, I certify that this bid is submitted competitively and without collusion (G.S. 143-54), that none of our officers, directors, or owners of an unincorporated business entity has been convicted of any violations of Chapter 78A of the General Statutes, the Securities Act of 1933, or the Securities Exchange Act of 1934 (G.S. 143-59.2), and that we are not an ineligible vendor as set forth in G.S. 143-59.1. False certification is a Class I felony.

Failure to execute/sign bid prior to submittal shall render bid invalid. Late bids are not acceptable.

BIDDER: <i>NC Farm to School Cooperative, Inc.</i>		
STREET ADDRESS: <i>7802 Sadie Rd.</i>	P.O. BOX:	ZIP:
CITY & STATE & ZIP: <i>Kenly, NC 27542</i>	TELEPHONE NUMBER: <i>252-205-1997</i>	TOLL FREE TEL. NO (800)
PRINCIPAL PLACE OF BUSINESS ADDRESS IF DIFFERENT FROM ABOVE (SEE INSTRUCTIONS TO BIDDERS ITEM #21):		
N.C.G.S. § 133-32 and Executive Order 24 prohibit the offer to, or acceptance by, any State Employee of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of any response in this procurement, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.		
PRINT NAME & TITLE OF PERSON SIGNING: <i>James Sharp, President</i>		FAX NUMBER:
AUTHORIZED SIGNATURE: <i>[Signature]</i>	DATE: <i>12-12-14</i>	E-MAIL: <i>sharp@freshpic.com</i>

Offer valid for 45 days from date of bid opening unless otherwise stated here: ___ days (See Instructions to Bidders, Item 6). Prompt Payment Discount: ___ % ___ days (See Instructions to Bidders, Item 7).

As required by G.S. §143-48.5 (Session Law 2013-418), the Bidder certifies that it, and each of its subcontractors for any contract awarded as a result of this solicitation, complies with the requirements of Article 2 of Chapter 64 of the NC General Statutes, including the requirement for each employer with more than 25 employees in North Carolina to verify the work authorization of its employees through the federal E-Verify system.

ACCEPTANCE OF BID

If any or all parts of this bid are accepted by the State of North Carolina, an authorized representative of the Division of Purchase and Contract shall affix their signature hereto and this document and the provisions of the Instructions to Bidders, special terms and conditions specific to this Invitation for Bids, the specifications, and the North Carolina General Contract Terms and Conditions shall then constitute the written agreement between the parties. A copy of this acceptance will be forwarded to the successful bidder(s).

FOR STATE USE ONLY

Offer accepted and contract awarded this _____ day of _____, as indicated on attached certification,

by _____ (Authorized representative of the NC Department of Agriculture and Consumer Services).

In an effort to support the sustainability efforts of the State of North Carolina we solicit your cooperation in this effort.

It is desirable that all responses meet the following requirements:

- All copies are printed **double sided**.
- All submittals and copies are printed on **recycled paper with a minimum post-consumer content of 30%** and indicate this information accordingly on the response.
- Unless absolutely necessary, all bids and copies should **minimize or eliminate use of non-recyclable or non reusable materials** such as plastic report covers, plastic dividers, vinyl sleeves, and GBC binding. Three-ringed binders, glued materials, paper clips, and staples are acceptable.
- Materials should be submitted in a format which allows for **easy removal and recycling** of paper materials.

MAILING INSTRUCTIONS: Mail only one fully executed bid document, unless otherwise instructed, and only one bid per envelope. Address envelope and insert bid number as shown below. It is the responsibility of the bidder to have the bid in this office by the specified time and date of opening.

<u>DELIVERED BY US POSTAL SERVICE</u>	<u>DELIVERED BY ANY OTHER MEANS</u>
BID NO. 10-IFB-006803 NCDA&CS – Amy Beddingfield Purchasing Office - Room 412 1001 Mail Service Center Raleigh, NC 27699-1001	BID NO. 10-IFB-006803 NCDA&CS – Amy Beddingfield Purchasing Office - Room 412 2 W Edenton Street Raleigh, NC 27601

TABULATIONS: The Division has implemented an Interactive Purchasing System (IPS) that allows the public to retrieve bid tabulations electronically from our Internet web site: <http://www.pandc.nc.gov/>. Click on the IPS BIDS icon, click on Search for Bid, enter the bid number, and then search. Tabulations will normally be available at this web site not later than one working day after opening. Lengthy tabulations may not be available on the Internet, and requests for these verbally or in writing cannot be honored.

VENDOR REGISTRATION AND SOLICITATION NOTIFICATION SYSTEM: Vendor Link NC allows vendors to electronically register free with the State to receive electronic notification of current procurement opportunities for goods and services available on the Interactive Purchasing System. Online registration and other purchasing information are available on our Internet web site: <http://www.pandc.nc.gov/>.

ATTENTION: This is NOT a NC E-Procurement @ Your Service solicitation that contains a transaction fee.

Scope: The Department of Agriculture and Consumer Services, Food Distribution Division on behalf of NC Public Schools, is soliciting quotes to provide quality products to North Carolina Schools from vendors with product originating in North Carolina. Offers are to be accepted from qualified vendors as defined in the Award Criteria. The Department shall be responsible for:

- Coordinating pickup and delivery of fresh produce
- Assuring quality of produce from pickup to delivery
- Invoicing to schools and payments to vendor

Contract Administrator: Ted Fogleman, or designee, of the Food Distribution Division, is listed as the Contract Administrator for this contract. This will be the contact person **only** after an award has been made. 919-575-4490

Clarifications and Questions: Bidder is to notify purchaser in writing by email to amy.beddingfield@ncagr.gov, by 2:00 PM, December 12, 2014 if bidder believes 1) there may be an error in specifications, 2) if bidder is uncertain about the intent of a specific requirement./specification, terms and conditions including instructions to bidders or 3) if bidder has general questions. Questions submitted in less than 5 days before the bid opening date may not be addressed. The State will prepare written responses to all written questions submitted and addenda to this IFB will be posted to the Interactive Purchasing system (IPS - <http://www.state.nc.us/ips/pubmain.asp>, search by bid number). Bidders supply questions will not be identified in the addenda, only the questions and answers will be posted. Oral answers by any agent or representative of the State are not binding on the State. It is the bidders responsibility to review all addenda to this IFB and, if need be, sign and return addenda with the bidder's response.

Use of this Bid Document/Alternate Bids: Bids must be submitted on the forms provided herein. Bids submitted in any other format may be subject to rejection. Bidders who are offering alternate proposals are required to submit a separate and entirely complete bid package for such alternate. Alternate bids that are not submitted separately may not be considered.

Attachments: The attachment of any other terms and conditions will be disregarded and have no force or effect.

Confidentiality of Bids: In submitting its bid, the bidder agrees not to discuss or otherwise reveal the contents of its bid to any source outside of the using or issuing agency, government or private, until after the award of the contract. All bidders are advised that they are not to have any communications with the using or issuing agency during the evaluation of the bids (i.e., after the public opening of the bids and before the award of the contract), unless the State's purchaser contacts the bidder(s) for purposes of seeking clarification. A bidder shall not: transmit to the issuing and/or using agency any information commenting on the ability or qualifications of any other bidder to provide the advertised good, equipment, commodity; defects, errors and/or omissions in any other bidder's bid and/or prices at any time during the procurement process; and/or engage in any other communication or conduct attempting to influence the evaluation and/or award of the contract that is the subject of this IFB. Bidders not in compliance with this provision may be disqualified, at the option of the State, from the contract award. Only those communications with the using agency or issuing agency authorized by this IFB are permitted.

Transportation Charges: Products shall be FOB at the vendor location. Department will pick up from predetermined location as agreed between the vendor and Food Distribution.

Contract Period: This is an Agency Specific Term Contract beginning from date of award through April 20, 2015. Quantities are estimates and the State reserves the right to increase or decrease quantities as needed. No quantities are guaranteed. Actual quantities utilized will be paid.

Award Criteria: As provided by Statute, award will be based on the lowest and best bid(s) (most advantageous to the State) as determined by consideration of:

- 1) Price
- 2) Quality of produce offered
- 3) Good Agriculture Practices (GAP) Certified
- 4) North Carolina grown product
- 5) Member of NC Goodness Grows Program
- 6) Suitability of produce for intended use
- 7) Conformity with intent of specifications herein
- 8) Guaranteed delivery schedule

Award of Contract: It is the general intent to award this contract to a single overall bidder on all items. The right is reserved, however, to make awards on the basis of individual items or groups of items, if such shall be considered by the State to be most advantageous or to constitute its best interest. Bidders should show unit prices, but are requested also to offer a lump sum price.

General Specifications:

1. Produce shall be grown and packaged in North Carolina by a NC Department of Agriculture "NC Goodness Grows" member. All farms shall be certified in Good Agriculture Practices (GAP). Vendor must send in GAP Certification with Bid.
2. All food items that are processed shall have HACCP Certification. Grower must send in HACCP Certification with Bid.
3. Product must be identified by label indicating the farm from which it came. If the cases of the product does not have the name of the farm it came from, the product will be refused.
4. Product must be held at the proper temperature as noted in product specifications to begin the cold chain and the cold chain shall not be broken.
5. Apple varieties may be substituted based on availability due to weather conditions.
6. Schools shall have twenty-four (24) hours from time of delivery to report any problem to NCDA&CS.
7. Exact quantities cannot be guaranteed by NCDA&CS at time of award. Quantities are our best estimates for the year. Schools will submit their orders after award.
8. Notification of quantities shall be provided to Vendor a minimum of two weeks and a maximum of four weeks before required pickup from the Vendor. NCDA&CS and NC Schools reserve the right to increase the quantity of produce indicated herein within seventy-two (72) hours of pickup from Vendor with no change in the price offered.
9. In the event the Vendor is unable to fulfill the contract, notification shall be submitted to NCDA&CS Marketing Specialist in his area by 12:00 noon on the day before scheduled pickup of the product.

Tommy Fleetwood	Elizabeth City	252-331-4773
Nick Augostini	Kinston	919-707-3125
Jack Ruff	Asheville	828-253-1691
Dexter Hill	Kinston	252-527-7125
Heather Barnes	Raleigh	919-707-3127
10. In the event of a product recall of a delivered item, the successful Vendor will immediately notify NCDA&CS Food Distribution.

- 11 The successful Vendor shall have product ready for pickup at assigned date and time defined herein and location or pickup point designated by NCDA&CS, Food Distribution Division.
12. All produce is to be the current season's harvest unless otherwise noted in the description.

Responsibilities of NC Department of Agriculture and Consumer Services:

1. Coordinating pickup and delivery of fresh produce from the Vendor and packing facility to the NC Schools.
2. Assuring quality of produce from pickup to delivery
3. Invoicing the schools and payments to the growers.

Mail only one fully executed bid document, unless otherwise instructed.

Item	Description	Qty	Unit	Unit Price	Extended Price
1	<p>Apple Slices: <u>Packed:</u> 100 two ounce bags packed per case, apple slices are to be packed in a modify atmosphere bag. <u>Quality:</u> Rome, gala, golden delicious variety, apple slices are to be stored at 34-38 degrees F.</p> <p><u>Delivery:</u> Apple Slices <u>2500</u> cases to be picked up at the farm on <u>February 5, 2015.</u></p> <p><u>Delivery:</u> Apple Slices <u>2050</u> cases to be picked up at the farm on <u>February 19, 2015.</u></p> <p><u>Delivery:</u> Apple Slices <u>1500</u> cases to be picked up at the farm on <u>March 19, 2015.</u></p>	6,050	Case	\$ 23.85	\$ 144,292.50
2	<p>Collards: <u>Packed:</u> in 6 two pound bags, 2x2 diced cut, chlorinated wash, trimmed and de-stemmed, pre-cooled and stored at 40 degrees. Must be top iced.</p> <p><u>Delivery:</u> Collards <u>490</u> cases to be picked up at the farm on <u>February 6, 2015.</u></p>	1020	Case	\$ 11.00	\$ 11,220.00

Item	Description	Qty	Unit	Unit Price	Extended Price
	<p><u>Delivery:</u> Collards <u>530</u> cases to be picked up at the farm on <u>April 10, 2015.</u></p>				
3	<p>Kale <u>Packed:</u> in 6 two pound bags, 2x2 diced cut, chlorinated wash, trimmed and de-stemmed, pre-cooled and stored at 40 degrees. Must be top iced.</p> <p><u>Delivery:</u> Kale <u>580</u> cases to be picked up at the farm on <u>February 6, 2015.</u></p> <p><u>Delivery:</u> Kale <u>390</u> cases to be picked up at the farm on <u>April 10, 2015.</u></p>	970	Case	\$ 11.00	\$ 10,670.00
4	<p>Sweet Potatoes: <u>Packed:</u> 8-10 ounce, 65-70 count per case, 40 pound case. <u>Quality:</u> US Grade A No. 1 Covington or Beauregard variety, sweet potatoes must be cured, handling temperature 55-60 degrees from harvest to final destination.</p> <p><u>Delivery:</u> Sweet Potatoes <u>900</u> cases to be picked up at the farm on <u>February 19, 2015.</u></p> <p><u>Delivery:</u> Sweet Potatoes <u>600</u> cases to be picked up at the farm on <u>March 19, 2015.</u></p>	1500	Case	\$ 19.50	\$ 29,250.00
GRAND TOTAL					\$ 195,432.50

INSTRUCTIONS TO BIDDERS

1. **READ, REVIEW AND COMPLY:** It shall be the bidder's responsibility to read this entire document, review all enclosures and attachments, and comply with all requirements specified herein.
2. **NOTICE TO BIDDERS:** All bids are subject to the provisions of the Instructions to Bidders, special terms and conditions specific to this Invitation for Bids, the specifications, and the North Carolina General Contract Terms and Conditions. NCDA&CS objects to and will not evaluate or consider any additional terms and conditions submitted with a bidder response. This applies to any language appearing in or attached to the document as part of the bidder's response. **DO NOT ATTACH ANY ADDITIONAL TERMS AND CONDITIONS.**
By execution and delivery of this document, the bidder agrees that any additional terms and conditions, whether submitted purposely or inadvertently, shall have no force or effect.
3. **DEFINITIONS:**
 - **BIDDER:** Company, firm, corporation, partnership, individual, etc., submitting a response to an Invitation for Bids.
 - **TERM CONTRACT:** A contract generally intended to cover all normal requirements for a commodity for a specified period of time based on estimated quantities only.
 - **STATEWIDE TERM CONTRACT:** A Term Contract for all agencies, unless exempted by statute, rule, or special term and condition specific to this bid.
 - **AGENCY SPECIFIC TERM CONTRACT:** A Term Contract for a specific agency.
 - **OPEN MARKET CONTRACT:** A contract for the purchase of a commodity not covered by a term contract.
4. **EXECUTION:** Failure to sign under EXECUTION section will render bid invalid.
5. **ORDER OF PRECEDENCE:** In cases of conflict between specific provisions in this bid, the order of precedence shall be (1) special terms and conditions specific to this bid, (2) specifications, (3) North Carolina General Contract Terms and Conditions, and (4) Instructions to Bidders.
6. **TIME FOR CONSIDERATION:** Unless otherwise indicated on the first page of this document, bidder's offer shall be valid for 45 days from the date of bid opening. Preference may be given to bids allowing not less than 45 days for consideration and acceptance.
7. **DISCOUNTS:** Bidders are urged to compute all discounts into the price offered. If a prompt payment discount is offered, it will not be considered in the award of the contract except as a factor to aid in resolving cases of identical prices.
8. **SPECIFICATIONS:** Any deviation from specifications indicated herein must be clearly pointed out; otherwise, it will be considered that items offered are in strict compliance with these specifications, and bidder will be held responsible therefore. Deviations shall be explained in detail. **The bidder shall not construe this paragraph as inviting deviation or implying that any deviation will be acceptable.**
9. **INFORMATION AND DESCRIPTIVE LITERATURE:** Bidder is to furnish all information requested and in the spaces provided in this document. Further, if required elsewhere in this bid, each bidder must submit with their bid sketches, descriptive literature and/or complete specifications covering the products offered. Reference to literature submitted with a previous bid will not satisfy this provision. Bids which do not comply with these requirements will be subject to rejection.
10. **RECYCLING AND SOURCE REDUCTION:** It is the policy of this State to encourage and promote the purchase of products with recycled content to the extent economically practicable, and to purchase items which are reusable, refillable, repairable, more durable, and less toxic to the extent that the purchase or use is practicable and cost-effective. We also encourage and promote using minimal packaging and the use of recycled/recyclable products in the packaging of commodities purchased. However, no sacrifice in quality of packaging will be acceptable. The company remains responsible for providing packaging that will protect the commodity and contain it for its intended use. Companies are strongly urged to bring to the attention of purchasers those products or packaging they offer which have recycled content and that are recyclable.
11. **CLARIFICATIONS/INTERPRETATIONS:** Any and all questions regarding this document must be addressed to the purchaser named on the cover sheet of this document. Do not contact the user directly. Any and all revisions to this document shall be made only by written addendum. The bidder is cautioned that the requirements of this bid can be altered only by written addendum and that verbal communications from whatever source are of no effect.
12. **ACCEPTANCE AND REJECTION:** NCDA&CS reserves the right to reject any and all bids, to waive any informality in bids and, unless otherwise specified by the bidder, to accept any item in the bid. If either a unit price or extended price is obviously in error and the other is obviously correct, the incorrect price will be disregarded.

13. **REFERENCES:** NCDA&CS reserves the right to require a list of users of the exact item offered. NCDA&CS may contact these users to determine acceptability of the bid. Such information may be considered in the evaluation of the bid.

14. **TAXES:**

- **FEDERAL:** All agencies participating in this contract are exempt from Federal Taxes, such as excise and transportation. Exemption forms submitted by the contractor will be executed and returned by the using agency.
- **OTHER:** Prices offered are not to include any personal property taxes, nor any sales or use tax (or fees) unless required by the North Carolina Department of Revenue.

15. **AWARD OF CONTRACT:** As directed by statute, qualified bids will be evaluated and acceptance may be made of the lowest and best bid most advantageous to NCDA&CS as determined upon consideration of such factors as: prices offered; the quality of the articles offered; the general reputation and performance capabilities of the bidders; the substantial conformity with the specifications and other conditions set forth in the bid; the suitability of the articles for the intended use; the related services needed; the date or dates of delivery and performance; and such other factors deemed by NCDA&CS to be pertinent or peculiar to the purchase in question. After the foregoing evaluation, the bids will be reviewed to determine if there are any North Carolina resident bidders that submitted responsive bids and requested the price-matching preference pursuant to Executive Order #50 and G.S. § 143-59. If such bidders are found, the evaluators and/or purchaser will then determine whether any of the North Carolina resident bidders qualify for this preference and, if so, make the contract award pursuant to Paragraph 23 below.

Unless otherwise specified by NCDA&CS or the bidder, NCDA&CS reserves the right to accept any item or group of items on a multi-item bid.

In addition, on TERM CONTRACTS, NCDA&CS reserves the right to make partial, progressive or multiple awards: where it is advantageous to award separately by items; or where more than one supplier is needed to provide the contemplated requirements as to quantity, quality, delivery, service, geographical areas; other factors deemed by NCDA&CS to be pertinent or peculiar to the purchase in question.

16. **HISTORICALLY UNDERUTILIZED BUSINESSES:** Pursuant to General Statute 143-48 and Executive Order #150, NCDA&CS invites and encourages participation in this procurement process by businesses owned by minorities, women, disabled, disabled business enterprises and non-profit work centers for the blind and severely disabled.

17. **CONFIDENTIAL INFORMATION:** As provided by statute and rule, the NCDA&CS will consider keeping trade secrets which the bidder does not wish disclosed confidential. Each page shall be identified in boldface at the top and bottom as "CONFIDENTIAL" by the bidder. Cost information shall not be deemed confidential. In spite of what is labeled as a trade secret, the determination whether it is or not will be determined by North Carolina law.

18. **SAMPLES:** Sample of items, when required, must be furnished as stipulated herein, free of expense, and if not destroyed will, upon request be returned at the bidder's expense. Request for the return of samples must be made within 10 days following date of bid opening. Otherwise the samples will become NCDA&CS property. Each individual sample must be labeled with the bidder's name, bid number, and item number. A sample on which an award is made, will be retained until the contract is completed, and then returned, if requested, as specified above.

19. **PROTEST PROCEDURES:** When a bidder wants to protest a contract awarded by the Secretary of Administration or by an agency over \$25,000 resulting from this solicitation, they must submit a written request to the State Purchasing Officer at Purchase and Contract, 1305 Mail Service Center, Raleigh, NC 27699-1305. This request must be received in the Division of Purchase and Contract within thirty (30) consecutive calendar days from the date of the contract award. When a bidder wants to protest a contract awarded by an agency or university resulting from this solicitation that is over \$10,000 but less than \$25,000 for any agency, or any contract awarded by a university, they must submit a written request to the Melinda C. Williams, Purchasing Officer at 1001 Mail Service Center, Raleigh, NC 27699-1001. This request must be received in that office within thirty (30) consecutive calendar days from the date of the contract award. Protest letters must contain specific reasons and any supporting documentation for the protest. Note: Contract award notices are sent only to those actually awarded contracts, and not to every person or firm responding to this solicitation. Bid status and Award notices are posted on the Internet at <http://www.pandc.nc.gov/>. All protests will be handled pursuant to the North Carolina Administrative Code, Title 1, Department of Administration, Chapter 5, Purchase and Contract, Section 5B.1519. (See Protest Information at <http://www.pandc.nc.gov/protests.pdf> for more information.)

If a ground of a protest is based on a challenge to the qualification of a North Carolina resident bidder awarded a contract pursuant to Executive Order #50 (price-matching preference), the State Purchasing Officer or procurement officer may request the North Carolina resident bidder to produce documentation substantiating the North Carolina resident bidder's qualification for the subject preference. The State Purchasing Officer or procurement officer should request the supporting documentation within the 10-day period he or she has to make the decision on whether to deny or grant a

protest meeting and the protest meeting should be scheduled after the anticipated receipt of the documents from the North Carolina resident bidder. Pursuant to Paragraph 23 below, the North Carolina resident bidder is required to produce to the State the requested documentation within five (5) business days of the State's request and failure to produce the documents by the end of that time period may result in the cancellation of the contract. Also note that any tax, financial, accounting or banking documents the North Carolina resident bidder submits to the State in connection with the resolution of a protest shall not be disclosed to the protester pursuant to G.S. §§ 132-1.1 and 105-259(b) and the State shall preserve the confidentiality of such documents.

20. **MISCELLANEOUS:** Masculine pronouns shall be read to include feminine pronouns, and the singular of any word or phrase shall be read to include the plural and vice versa.
21. **CANCELLATION (TERM CONTRACTS ONLY):** All contract obligations shall prevail for at least 90 days after the effective date of the contract. After that period, in addition to the provisions of the paragraph entitled Price Adjustments, for the protection of both parties, this contract may be canceled in whole or in part by either party by giving 30 days prior notice in writing to the other party.
22. **QUANTITIES (TERM CONTRACTS ONLY):** The award of a term contract neither implies nor guarantees any minimum or maximum purchases thereunder.
23. **PRICE ADJUSTMENTS (TERM CONTRACTS ONLY):** Any price changes, downward or upward, which might be permitted during the contract period must be general, either by reason of market change or on the part of the contractor to other customers.
 - a. **Notification:** Must be given to NCDA&CS, in writing, concerning any proposed price adjustments. Such notification shall be accompanied by copy of manufacturer's official notice or other acceptable evidence that the change is general in nature.
 - b. **Decreases:** The State shall receive full proportionate benefit immediately at any time during the contract period.
 - c. **Increases:** All prices shall be firm against any increase for 180 days from the effective date of the contract. After this period, a request for increase may be submitted with NCDA&CS reserving the right to accept or reject the increase, or cancel the contract. Such action by NCDA&CS shall occur not later than 15 days after the receipt by NCDA&CS of a properly documented request for price increase. Any increases accepted shall become effective not later than 30 days after the expiration of the original 15 days reserved to evaluate the request for increase.
 - d. **Invoices:** It is understood and agreed that orders will be shipped at the established contract prices in effect on dates orders are placed. Invoicing at variance with this provision will subject the contract to cancellation. Applicable North Carolina sales tax shall be invoiced as a separate item.
24. **CONFIDENTIALITY OF BIDS:** In submitting its bid, the bidder agrees not to discuss or otherwise reveal the contents of its bid to any source outside of the using or issuing agency, government or private, until after the award of the contract. All bidders are advised that they are not to have any communications with the using or issuing agency during the evaluation of the bids (i.e., after the public opening of the bids and before the award of the contract), unless the State's purchaser contacts the bidder(s) for purposes of seeking clarification. A bidder shall not: transmit to the issuing and/or using agency any information commenting on the ability or qualifications of any other bidder to provide the advertised good, equipment, commodity; defects, errors and/or omissions in any other bidder's bid and/or prices at any time during the procurement process; and/or engage in any other communication or conduct attempting to influence the evaluation and/or award of the contract that is the subject of this IFB. Bidders not in compliance with this provision may be disqualified, at the option of the State, from the contract award. Only those communications with the using agency or issuing agency authorized by this IFB are permitted.
25. **By Executive Order 24**, issued by Governor Perdue, and N.C. G.S. § 133-32, it is unlawful for any vendor or contractor (i.e. architect, bidder, contractor, construction manager, design professional, engineer, landlord, offeror, seller, subcontractor, supplier, or vendor), to make gifts or to give favors to any State employee of the Governor's Cabinet Agencies (i.e., Administration, Commerce, Correction, Crime Control and Public Safety, Cultural Resources, Environment and Natural Resources, Health and Human Services, Juvenile Justice and Delinquency Prevention, Revenue, Transportation, and the Office of the Governor). This prohibition covers those vendors and contractors who:
 - (1) have a contract with a governmental agency; or
 - (2) have performed under such a contract within the past year; or
 - (3) anticipate bidding on such a contract in the future.

For additional information regarding the specific requirements and exemptions, vendors and contractors are encouraged to review Executive Order 24 and G.S. Sec. 133-32.

Executive Order 24 also encouraged and invited other State Agencies to implement the requirements and prohibitions of the Executive Order to their agencies. Vendors and contractors should contact other State Agencies to determine if those agencies have adopted Executive Order 24.

NORTH CAROLINA GENERAL CONTRACT TERMS AND CONDITIONS

1. **DEFAULT AND PERFORMANCE BOND:** In case of default by the contractor, NCDA&CS may procure the articles or services from other sources and hold the contractor responsible for any excess cost occasioned thereby. NCDA&CS reserves the right to require performance bond or other acceptable alternative guarantees from successful bidder without expense to NCDA&CS.

In addition, in the event of default by the Contractor under this contract, the State may immediately cease doing business with the Contractor, immediately terminate for cause all existing contracts the State has with the Contractor, and de-bar the Contractor from doing future business with the State.

Upon the Contractor filing a petition for bankruptcy or the entering of a judgment of bankruptcy by or against the Contractor, the State may immediately terminate, for cause, this contract and all other existing contracts the Contractor has with the State, and de-bar the Contractor from doing future business with the State.

2. **GOVERNMENTAL RESTRICTIONS:** In the event any Governmental restrictions are imposed which necessitate alteration of the material, quality, workmanship or performance of the items offered prior to their delivery, it shall be the responsibility of the contractor to notify, in writing, the issuing purchasing office at once, indicating the specific regulation which required such alterations. NCDA&CS reserves the right to accept any such alterations, including any price adjustments occasioned thereby, or to cancel the contract.
3. **AVAILABILITY OF FUNDS:** Any and all payments to the contractor are dependent upon and subject to the availability of funds to the agency for the purpose set forth in this agreement.
4. **TAXES:** Any applicable taxes shall be invoiced as a separate item.

G.S. 143-59.1 bars the Secretary of Administration from entering into contracts with vendors if the vendor or its affiliates meet one of the conditions of G. S. 105-164.8(b) and refuse to collect use tax on sales of tangible personal property to purchasers in North Carolina. Conditions under G. S. 105-164.8(b) include: (1) Maintenance of a retail establishment or office, (2) Presence of representatives in the State that solicit sales or transact business on behalf of the vendor and (3) Systematic exploitation of the market by media-assisted, media-facilitated, or media-solicited means. By execution of the bid document the vendor certifies that it and all of its affiliates, (if it has affiliates), collect(s) the appropriate taxes.

5. **SITUS:** The place of this contract, its situs and forum, shall be North Carolina, where all matters, whether sounding in contract or tort, relating to its validity, construction, interpretation and enforcement shall be determined.
6. **GOVERNING LAWS:** This contract is made under and shall be governed and construed in accordance with the laws of the State of North Carolina.
7. **INSPECTION AT CONTRACTOR'S SITE:** NCDA&CS reserves the right to inspect, at a reasonable time, the equipment/item, plant or other facilities of a prospective contractor prior to contract award, and during the contract term as necessary for NCDA&CS to determine that such equipment/item, plant or other facilities conform with the specifications/requirements and are adequate and suitable for the proper and effective performance of the contract.
8. **PAYMENT TERMS:** Payment terms are Net not later than 30 days after receipt of correct invoice or acceptance of goods, whichever is later. The using agency is responsible for all payments to the contractor under the contract. Payment by some agencies may be made by procurement card and it shall be accepted by the contractor for payment if the contractor accepts that card (Visa, MasterCard, etc.) from other customers. If payment is made by procurement card, then payment may be processed immediately by the contractor.
9. **AFFIRMATIVE ACTION:** The contractor will take affirmative action in complying with all Federal and State requirements concerning fair employment and employment of people with disabilities, and concerning the treatment of all employees without regard to discrimination by reason of race, color, religion, sex, national origin or disability.
10. **CONDITION AND PACKAGING:** Unless otherwise provided by special terms and conditions or specifications, it is understood and agreed that any item offered or shipped has not been sold or used for any purpose and shall be in first class condition. All containers/packaging shall be suitable for handling, storage or shipment.
11. **STANDARDS:** All manufactured items and/or fabricated assemblies subject to operation under pressure, operation by connection to an electric source, or operation involving a connection to a manufactured, natural, or LP gas source shall be constructed and approved in a manner acceptable to the appropriate state inspector which customarily requires the label or re-examination listing or identification marking of the appropriate safety standard organization; such as the

American Society of Mechanical Engineers for pressure vessels; the Underwriters Laboratories and /or National Electrical Manufacturers' Association for electrically operated assemblies; or the American Gas Association for gas operated assemblies, where such approvals of listings have been established for the type of device offered and furnished. Further, all items furnished shall meet all requirements of the Occupational Safety and Health Act (OSHA), and state and federal requirements relating to clean air and water pollution.

12. **PATENT:** The contractor shall hold and save NCDA&CS, its officers, agents and employees, harmless from liability of any kind, including costs and expenses, on account of any copyrighted material, patented or unpatented invention, articles, device or appliance manufactured or used in the performance of this contract, including use by the government.
13. **ADVERTISING:** Contractor agrees not to use the existence of this contract or the name of the State of North Carolina as part of any commercial advertising.
14. **ACCESS TO PERSONS AND RECORDS:** The State Auditor and the using agency's internal auditors shall have access to persons and records as a result of all contracts or grants entered into by State agencies or political subdivisions in accordance with General Statute 147-64.7 and Session Law 2010-194, Section 21 (i.e., the State Auditors and internal auditors may audit the records of the contractor during the term of the contract to verify accounts and data affecting fees or performance).
15. **ASSIGNMENT:** No assignment of the contractor's obligations nor the contractor's right to receive payment hereunder shall be permitted.
However, upon written request approved by the issuing purchasing authority and solely as a convenience to the contractor, NCDA&CS may:
 - a. Forward the contractor's payment check directly to any person or entity designated by the contractor, and
 - b. Include any person or entity designated by contractor as a joint payee on the contractor's payment check.In no event shall such approval and action obligate the State to anyone other than the contractor and the contractor shall remain responsible for fulfillment of all contract obligations.
16. **INSURANCE:**

COVERAGE - During the term of the contract, the contractor at its sole cost and expense shall provide commercial insurance of such type and with such terms and limits as may be reasonably associated with the contract. As a minimum, the contractor shall provide and maintain the following coverage and limits:

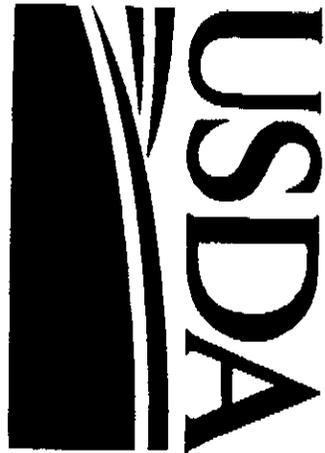
 - a. **Worker's Compensation** - The contractor shall provide and maintain Worker's Compensation Insurance, as required by the laws of North Carolina, as well as employer's liability coverage with minimum limits of \$150,000.00, covering all of contractor's employees who are engaged in any work under the contract. If any work is sublet, the contractor shall require the subcontractor to provide the same coverage for any of his employees engaged in any work under the contract.
 - b. **Commercial General Liability** - General Liability Coverage on a Comprehensive Broad Form on an occurrence basis in the minimum amount of \$500,000.00 Combined Single Limit. (Defense cost shall be in excess of the limit of liability.)
 - c. **Automobile** - Automobile Liability Insurance, to include liability coverage, covering all owned, hired and non-owned vehicles, used in connection with the contract. The minimum combined single limit shall be \$150,000.00 bodily injury and property damage; \$150,000.00 uninsured/under insured motorist; and \$1,000.00 medical payment.

REQUIREMENTS: Providing and maintaining adequate insurance coverage is a material obligation of the contractor and is of the essence of this contract. All such insurance shall meet all laws of the State of North Carolina. Such insurance coverage shall be obtained from companies that are authorized to provide such coverage and that are authorized by the Commissioner of Insurance to do business in North Carolina. The contractor shall at all times comply with the terms of such insurance policies, and all requirements of the insurer under any such insurance policies, except as they may conflict with existing North Carolina laws or this contract. The limits of coverage under each insurance policy maintained by the contractor shall not be interpreted as limiting the contractor's liability and obligations under the contract.
17. **YEAR 2000 COMPLIANCE/WARRANTY:** Vendor shall ensure the product(s) and service(s) furnished pursuant to this agreement ("product" shall include, without limitation, any piece of equipment, hardware, firmware, middleware, custom or commercial software, or internal components, subroutines, and interfaces therein) which perform any date and/or time data recognition function, calculation, or sequencing, will support a four digit year format, and will provide accurate date/time data and leap year calculations on and after December 31, 1999, at the same level of functionality for which originally acquired without additional cost to the user. This warranty shall survive termination or expiration of the agreement.

18. **GENERAL INDEMNITY:** The contractor shall hold and save the State, its officers, agents, and employees, harmless from liability of any kind, including all claims and losses accruing or resulting to any other person, firm, or corporation furnishing or supplying work, services, materials, or supplies in connection with the performance of this contract, and from any and all claims and losses accruing or resulting to any person, firm, or corporation that may be injured or damaged by the contractor in the performance of this contract and that are attributable to the negligence or intentionally tortious acts of the contractor provided that the contractor is notified in writing within 30 days that the State has knowledge of such claims. The contractor represents and warrants that it shall make no claim of any kind or nature against the State's agents who are involved in the delivery or processing of contractor goods to the State. The representation and warranty in the preceding sentence shall survive the termination or expiration of this contract.
19. **ELECTRONIC PROCUREMENT (APPLIES TO ALL CONTRACTS THAT INCLUDE E-PROCUREMENT AND ARE IDENTIFIED AS SUCH IN THE BODY OF THE SOLICITATION DOCUMENT):** Purchasing shall be conducted through the Statewide E-Procurement Service. The State's third party agent shall serve as the Supplier Manager for this E-Procurement Service. The contractor shall register for the Statewide E-Procurement Service within two (2) business days of notification of award in order to receive an electronic purchase order resulting from award of this contract.
20. Health Act (OSHA, and state and federal requirements relating to clean air and water pollution.
21. **CANCELLATION (TERM CONTRACTS ONLY):** All contract obligations shall prevail for at least 90 days after the effective date of the contract. After that period, in addition to the provisions of the paragraph entitled Price Adjustments, for the protection of both parties, this contract may be canceled in whole or in part by either party by giving 30 days prior notice in writing to the other party.
22. **QUANTITIES (TERM CONTRACTS ONLY):** The award of a term contract neither implies nor guarantees any minimum or maximum purchases thereunder.
23. **PRICE ADJUSTMENTS (TERM CONTRACTS ONLY):** Any price changes, downward or upward, which might be permitted during the contract period must be general, either by reason of market change or on the part of the contractor to other customers.
- Notification:** Must be given to NCDA&CS, in writing, concerning any proposed price adjustments. Such notification shall be accompanied by copy of manufacturer's official notice or other acceptable evidence that the change is general in nature.
 - Decreases:** The State shall receive full proportionate benefit immediately at any time during the contract period.
 - Increases:** All prices shall be firm against any increase for 180 days from the effective date of the contract. After this period, a request for increase may be submitted with NCDA&CS reserving the right to accept or reject the increase, or cancel the contract. Such action by NCDA&CS shall occur not later than 15 days after the receipt by NCDA&CS of a properly documented request for price increase. Any increases accepted shall become effective not later than 30 days after the expiration of the original 15 days reserved to evaluate the request for increase.
 - Invoices:** It is understood and agreed that orders will be shipped at the established contract prices in effect on dates orders are placed. Invoicing at variance with this provision will subject the contract to cancellation. Applicable North Carolina sales tax shall be invoiced as a separate item.
24. **By Executive Order 24**, issued by Governor Perdue, and N.C. G.S. § 133-32, it is unlawful for any vendor or contractor (i.e. architect, bidder, contractor, construction manager, design professional, engineer, landlord, offeror, seller, subcontractor, supplier, or vendor), to make gifts or to give favors to any State employee of the Governor's Cabinet Agencies (i.e., Administration, Commerce, Correction, Crime Control and Public Safety, Cultural Resources, Environment and Natural Resources, Health and Human Services, Juvenile Justice and Delinquency Prevention, Revenue, Transportation, and the Office of the Governor). This prohibition covers those vendors and contractors who:
- (1) have a contract with a governmental agency; or
 - (2) have performed under such a contract within the past year; or
 - (3) anticipate bidding on such a contract in the future.

For additional information regarding the specific requirements and exemptions, vendors and contractors are encouraged to review Executive Order 24 and G.S. Sec. 133-32.

Executive Order 24 also encouraged and invited other State Agencies to implement the requirements and prohibitions of the Executive Order to their agencies. Vendors and contractors should contact other State Agencies to determine if those agencies have adopted Executive Order 24.



United States Department of Agriculture

This is to verify that

J. Roland Wood Farms, Incorporated

Benson, North Carolina

has successfully met USDA's acceptance criteria of the voluntary

USDA Good Agricultural Practices & Good Handling Practices Audit

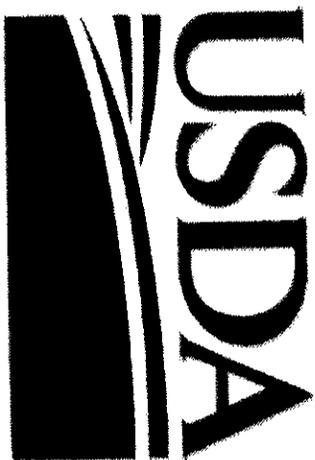
Sweet Potatoes-House Packing Facility, Storage & Transportation

Larry A. Thibault

Director, Specialty Crops Inspection Division

March 2014

Audits are valid for one year from date on certificate. To verify continued adherence to the program, please visit <http://www.ams.usda.gov/gapghp>



United States Department of Agriculture

This is to verify that

Lee Farms

Four Oaks, North Carolina

has successfully met USDA's acceptance criteria of the voluntary

USDA Good Agricultural Practices & Good Handling Practices Audit

Sweet Potatoes-House Packing Facility, Storage & Transportation

Louise A. Tillott

Director, Specialty Crops Inspection Division

April 2014

Audits are valid for one year from date on certificate. To verify continued adherence to the program, please visit <http://www.ams.usda.gov/gapchp>



SCSGlobal Services
2000 Fowl Street
Suite 600
Fremont, CA 94508

Certificate Of Registration

LEE FARMS

PO BOX 178
2775 HOOKADAY ROAD
FOUR OAKS, North Carolina, UNITED STATES, 27524

is registered as meeting the requirements of the

SQF Code Edition 7.1

Level 2: Certified HACCP Based Food Safety Plans

Certification Details

Date of Issue: Mar 15, 2014
Date of Audit: Jan 29, 2014
Certificate Number: 637336

Date of Expiry: Mar 15, 2015
Date of Next Audit: Jan 29, 2015

Registration Schedule:

Scope of Registration (Food Sector, Categories and Products)

04 Fresh Produce Packhouse Operations: sweet potato



One world. One standard.

SQF Institute is a division of the Food Marketing Institute (FMI)



2010 Accredited Program
ANSI/ISO 9001:2008

0821

Authorized by

Robert J. Hrubes, Executive VP

Issuing Officer



**Produce GAPs Harmonized Food Safety Standard
Field Operations & Harvesting - USDA Checklist**

AUDITEE INFORMATION

Company Name: C. L. Henderson Produce Co. LLC

Audited Location Address _____ GPS (Optional): _____

Street: 4680 Howard Gap Rd. City, State, Zip: Hendersonville, NC

Multiple sites covered by this audit? (If Yes, provide details in Additional Comments) Yes No

Mailing/Business Address Same as above

Street: _____ City, State, Zip: _____

Company Contact: _____ Contact Title: Owner

Phone Number: 8286923752 Fax Number: 8286963516

E-Mail Address: ahenderson@hendersonsbest.com

Company uses USDA GAP&GHP Logo on packaging or marketing materials? Yes No

AUDIT INFORMATION

Date and Time of Audit Beginning Date: 10/30/2014 Time: 9:30 AM

Ending Date: 10/30/2014 Time: 2:00 PM

Description of Operation: 300 Acre apple orchard with a packing facility

Harvest Company Name (if applicable): N/A

Other Contractors: N/A

Commodities Covered by Audit: Apples

Commodities Produced During Audit: Apples

Total Acres Covered by Audit: 300

Send Certificate to: (choose) Inspection Office (list office) Asheville, NC

Directly to auditee above

AUDITOR INFORMATION

United States Department of Agriculture
Agricultural Marketing Service
Fruit and Vegetable Programs
Specialty Crops Inspection Division

Field Office: Asheville, NC

Auditor Name(s): Michael Carr

Auditor Signature(s): ON FILE



**Produce GAPs Harmonized Food Safety Standard
Post-harvest Operations - USDA Checklist**

AUDITEE INFORMATION

Company Name: C.L. Henderson Produce Co. Inc.

Audited Location Address _____ GPS (Optional): _____
 Street: 4680 Howard Gap Rd. City, State, Zip: Hendersonville, NC 28792

Multiple sites covered by this audit? (If Yes, provide details in Additional Comments) Yes No

Mailing/Business Address Same as above

Street: _____ City, State, Zip: _____

Company Contact: Allan Henderson Contact Title: Owner

Phone Number: 8286923752 Fax Number: 8286963516

E-Mail Address: ahenderson@hendersonsbest.com

Company uses USDA GAP&GHP Logo on packaging or marketing materials? Yes No

AUDIT INFORMATION

Date and Time of Audit	Beginning	Date: <u>10/30/2014</u>	Time: <u>9:30 AM</u>
	Ending	Date: <u>10/30/2014</u>	Time: <u>2:30 PM</u>

Description of Operation: 300 acre apple orchard with packing facility

Contractors used by Packinghouse (if applicable): N/A

Commodities Covered by Audit: Apples

Commodities Produced During Audit: Apples

Send Certificate to: (choose) Inspection Office (list office) Asheville, NC
 Directly to auditee above

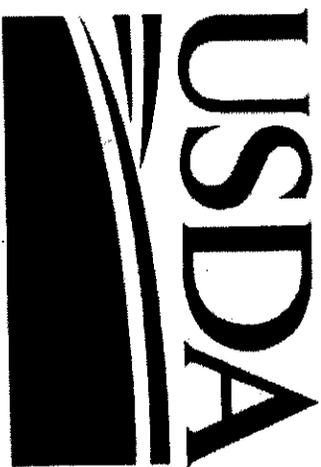
AUDITOR INFORMATION

United States Department of Agriculture _____
 Agricultural Marketing Service _____
 Fruit and Vegetable Programs _____
 Specialty Crops Inspection Division _____

Field Office: Asheville, NC

Auditor Name(s): Michael L. Carr

Auditor Signature(s): ON FILE



United States Department of Agriculture

This is to verify that

Clay T. Strickland Farms, Incorporated/Spring Acres Sales Company, Incorporated

Spring Hope, North Carolina

has successfully met USDA's acceptance criteria of the voluntary

USDA Good Agricultural Practices & Good Handling Practices Audit

Sweet Potatoes- House Packing Facility, Storage & Transportation

A handwritten signature in black ink, appearing to read "Lawrence A. Tinkler".

Director, Specialty Crops Inspection Division

September 2013

Audits are valid for one year from date on certificate. To verify continued adherence to the program, please visit <http://www.ams.usda.gov/gapghp>

GN: 4049928893734
Registration #: SCS_61362013

GLOBALG.A.P. CERTIFICATE

According to GLOBALG.A.P.[®]
Integrated Farm Assurance General Regulations Version 4.0_Mar 2011

Option 1

Issued to
Farm Pak
Barnes Farming Corporation
7840 Old Bailey Highway
Spring Hope, NC 27882

Country of Production: USA

The Certification Body, Scientific Certification Systems declares that the production of the products mentioned on this certificate has been found to be compliant in accordance with the standard:

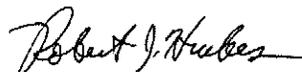
Product	Product Description	Harvest excluded	Product Handling
Sweet Potatoes	00031-LNPHH-0003	No	Yes

Date of Issuing: December 19, 2013

Valid from: 19/12/2013
December 19, 2013

Valid to: 15/02/2014
February 15, 2014

Authorized by
Robert J. Hrubes, Senior VP



Date of Certification Decision: 19/12/2013

SCS Global Services, 2000 Powell Street, Suite 600, Emeryville, CA 94608
DHernick@scsglobalservices.com

The current status of this certificate is always displayed at: <http://www.globalgap.org/search>



GCN: 4049928859129
 Registration #: SCS_2006812014

GLOBALG.A.P. CERTIFICATE

**According to GLOBALG.A.P.[®]
 Integrated Farm Assurance General Regulations Version 4.0-2_Mar 2013
 GLOBALG.A.P. IFA Control Points and Compliance Criteria (CPCC) Version
 V4.0-2_Mar2013 - Interpretation Guideline The USA Oct 2013**

Option 1

Issued to
 Ham Produce Co., Inc.
 963 Hwy 258 S
 Snow Hill, NC 28580

Country of Production: USA

The Certification Body, Scientific Certification Systems declares that the production of the products mentioned on this certificate has been found to be compliant in accordance with the standard:

Product	Product Description	Harvest excluded	Product Handling
Sweet Potatoes	00036-LPKCX-0003	No	Yes

Date of Issuing: November 18, 2014

Valid from: 21/12/2014
 December 21, 2014

Valid to: 20/12/2015
 December 20, 2015

Authorized by
 Robert J. Hrubes, Executive VP

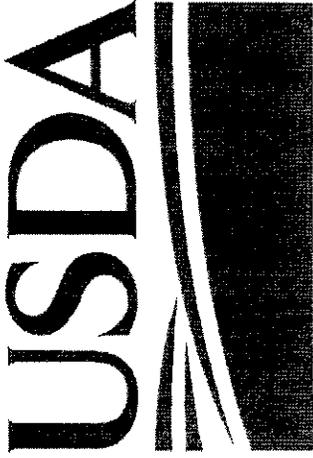
Date of Certification Decision: 18/11/2014

ANNEX for GGN 4049928859129

Date of Issuing: 18/11/2014

Product Handling Units (PHUs)

Product(s)	Product Description	Unit name and address
Sweet Potatoes	00036-LPKCX-0003	Ham Produce Co., Inc. Pack House 963 Hwy 258 S Snow Hill, NC 28580



United States Department of Agriculture

This is to verify that

Wayne E. Bailey Produce Company

Chadbourn, North Carolina

has successfully met USDA's acceptance criteria of the voluntary

GOOD AGRICULTURAL PRACTICES & GOOD HANDLING PRACTICES AUDIT

Farm Review, Field Harvesting and Field Packing Activities

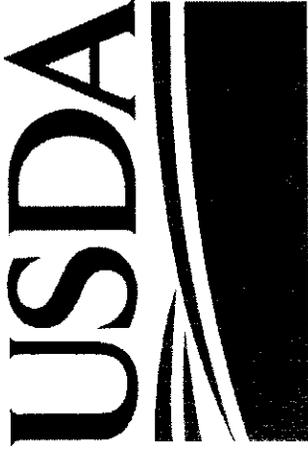
Sweet Potatoes

Lawrence A. Tibbitt

Director, Specialty Crops Inspection Division

10/7/2014

Audits are valid for one year from date on certificate. To verify continued adherence to the program, please visit www.ams.usda.gov/gapghp



United States Department of Agriculture

This is to verify that

Nash Produce LLC

Nashville, North Carolina

has successfully met USDA's acceptance criteria of the voluntary

USDA Good Agricultural Practices & Good Handling Practices Audit

Sweet Potatoes-House Packing Facility, Storage & Transportation

Lorayne A. Tibbitt

Director, Specialty Crops Inspection Division

February 2014

Audits are valid for one year from date on certificate. To verify continued adherence to the program, please visit <http://www.ams.usda.gov/gapghp>



United States Department of Agriculture

This is to verify that

C.V.Filson Farm

Cameron, North Carolina

has successfully met USDA's acceptance criteria of the voluntary

USDA Good Agricultural Practices & Good Handling Practices Audit

Various Fruits & Vegetables, Sweet Potatoes-Farm Review

Larry A. Tibbitt

Director, Specialty Crops Inspection Division

June 2014

Audits are valid for one year from date on certificate. To verify continued adherence to this program, please visit <http://www.ams.usda.gov/gapgbp>



Revision 1



Ver en Español

Operation: Processing	CB Registration No. PLc-PGFS-5289-18	PrimusGFS
Preliminary Audit Report Completed	PrimusGFS ID #39093	Version 1.6 - Feb 10
Audit Report Summary	Audited by PrimusLabs	

Organization: Burch Equipment, LLC
 Contact(s): Teresa Burch
 Address: 685 Burch Road 28341
 Location: Faison, North Carolina, United States
 Phone: (910) 267-5781 ex.20

Processing: Burch Equipment, LLC
 Contact: Elizabeth Revell
 Location: 685 Burch Road 28341 Faison, North Carolina, United States

Shipper: Burch Equipment, LLC
Operation Type: Processing

Audit Scope: The physical inspections and record reviews were conducted 10-28/29-2013, with the HACCP and FSMS system reviews conducted 10-30-2013. The ice slush injection system for the field packed products is conducted by the harvest crew outside the facility and was excluded from the scope of the audit. The audit included the cabbage packing operation, processing operation and the cold storage, along with the supporting processes. The cabbage packing operation involves physical inspection, trimming of outer leaves, plastic overwrap, packing and storing. The overwrap system is applied to sweet potatoes; the processing includes a product wash step, slicing, physical inspection and bagging. Ice is used in the process. The raw product is isolated from the processing area and the finished product is delivered through a wall for cold storage. There is no equipment shared between the processing room and the other operations. The personnel work in the packing room or the processing room but not both at the same time.

Date Audit Started: 10/28/2013 08:00
Date Audit Finished: 10/30/2013 00:30

Product(s): Spinach, Broccoli, Cabbage, Kale, Cauliflower, Parsley, Cilantro, Beets, Greens Mustard, Greens Turnips, Collard Greens, Napa, Sweet Potatoes, Swiss Chard, Rutabagas, Whites Turnip

Auditor: Terry Crane (PrimusLabs)
Audit Percentage Score: 84.66%
GPS Coordinates: Latitude: 35° 6' 48" Longitude: -78° 12' 42"

Please click here to upload/send your Corrective Actions:

[Corrective Action Response](#)

Audit Scoring Summary	
Food Safety Management System Requirements	Score: 163 Possible Points: 222 Percent Score: 73.42%
Good Manufacturing Practices Requirements	Score: 877 Possible Points: 1015 Percent Score: 86.40%
HACCP System Requirements	Score: 240 Possible Points: 275 Percent Score: 87.27%
Total:	Score: 1280 Possible Points: 1512 Percent Score: 84.66%

GLOBALG.A.P. REPORT SUMMARY

Name of Business: Burch Equipment

Assessor's Name: Samantha Mole

Date(s) of Assessment: 6-Nov-14
 Duration: 8 hours

Section	Level	Non-compliances	Sign off signature and date
AF. 3.4.5	Minor Must	Basic first aid training completed online but no license number or date confirmation on record.	
AF. 3.6.3	Minor Must	Grandes Cabbage harvest observation - No drinking water available close to workers, water is located on the truck that transports product back to the facility and there is therefore periods when no water is available.	
CB. 5.5.2	Minor Must	No risk assessment for the organic fertilizers used, purchased or produced on site.	
CB. 9.1	Minor Must	No service or calibration records for the packing house scales.	
FV. 5.4.1	Minor Must	Some parts of the wall in the greens packing / storage are damaged and insulation (not fibreglass) exposed. Some wall damage observed in the sweet potato plant.	
FV. 5.4.2	Minor Must	Storage room in cabbage packing area is wooden and contains miscellaneous items, toilet paper, some maintenance equipment and chemicals, unnecessary items need to be removed.	
FV. 5.4.3	Minor Must	No risk to product, but chemicals in bathroom were not secured.	
FV. 5.4.9	Minor Must	Roller door in sweet potato plant needs pest proofing, all other doors and access points should be checked.	
AF. 6.3.1		No records in place to monitor energy efficiency.	
CB. 6.1.1		No method of predicting or monitoring water to monitor requirements.	
CB. 6.2.2		No water management in place.	
CB. 6.2.3		No records to monitor water usage.	
CB. 8.8.1		No health checks in place for workers in contact with pesticides.	

PROPOSED STATUS: Warning, if nonconformances were detected. Non-compliances may lead to suspension, cancellation or invalidation of the inspection. This is a provisional report that could be overridden by SCS certification authority.

*NOTE: Control point compliance must be 100% for Majors Musts and 95% for Minor Musts.
 Responses to a sufficient number of non-compliances to meet major and minor must compliance requirements is due 28 calendar days from the date of the audit.
 Please inform the auditor and SCS when all responses have been sent to confirm that they have been received and are ready for review.*

Signed by Assessor	Samantha Mole
Signed by Grower	Elizabeth Revell



PrimusLabs Audit (187713) Processing with HACCP v11.04

Facility(s) **Henderson's Best Fresh Cuts, LLC**
 Contact: [Allan Henderson](mailto:ahenderson@hendersonsbest.com)
 Address: 4680 Howard Gap Rd.
 Hendersonville North Carolina 28792
 United States
 Phone Number: (828) 696-3752
 Email(s): ahenderson@hendersonsbest.com

Customer(s) **Henderson's Best Fresh Cuts, LLC**
 Contact: [Allan Henderson](mailto:ahenderson@hendersonsbest.com)
 Address: 4680 Howard Gap Rd.
 Hendersonville North Carolina 28792
 United States
 Phone Number: (828) 692-3752
 Email(s): ahenderson@hendersonsbest.com

Audit Type: Processing

Foreman or Contact Person (and email): April Hoyt (ahoyt@hendersonsbest.com)

Location/City: Hendersonville

State: North Carolina

Country: United States

Date Audit Started: 11/19/2012 08:40

Date Audit Finished: 11/19/2012 16:20

Audit Duration: 7 hours, 40 minutes

Auditee Commodity(ies): sliced Apples

Observed Commodity(ies): sliced Apples

Auditor: Ashley Bell (Sub-Contract Auditors, Ashley Bell – Subcontractor)

Audit Percentage Score: 94%

Announced Audit? Yes

FDA Registration Number: XXXXXXXX2204

Question Response Summary:

# of Question Responses	Not Applicable	Full Points	Minor Deficiency	Major Deficiency	Non Conformance
207	19	164	17	1	4



Pre-sized and pre-washed apples are bought from adjacent company. Double washed in anti-microbially treated water, sliced, inspected, treated with a proprietary rinse and packaged into bags. Bags are placed in cartons, palletized then taken to shipping cooler prior to shipment. Scope restricted to processing facility as product is bought prior to and sold right after processing. Year round operation, approximately 32 workers at time of inspection.

Audit Scope:

Audit Entered By:

Ashley Bell

Other Auditing Personnel And Role:

Matthew Young (shadow for HACCP portion)

Additional Report Links

[Report and Corrective Action Summary](#)

[See The Result Comparison](#)

[See The Audited Entity History](#)

Corrective Actions Response

Note: This link must be used in order to notify that you are taking action in the corrective measures for questions that were not in full compliance.

Sections:

[Good Manufacturing Practices](#)

[Food Safety File Requirements](#)

[HACCP Program Audit](#)

[Food Security](#)

[Miscellaneous Survey Questions](#)

[New Questions \(Not part of overall Food Safety percentage\)](#)

Good Manufacturing Practices							
Question No.	Audit Question	Given Answer	Given Score	Possible Score	Recommendation	Auditor Comments	Audio/ Picture
1.1.1	Is there a designated person responsible for the food safety program?	Total Conformance	10	10		Yes. April Hoyt is responsible for the program.	
1.1.2	Are all chemicals (pesticides, sanitizers, detergents, lubricants, etc.) stored securely, safely and are they labeled correctly?	Total Conformance	15	15		Yes. All 55 gallon drums are on spill containment (next to line and in storage areas). Storage areas are clean, well lit and locked.	
1.1.3	Are "food grade" and "non-food grade" chemicals used and stored in a controlled manner?	Total Conformance	10	10		Yes. No misuse or storage issues were seen.	
1.1.4	Are signs supporting GMPs posted appropriately?	Total Conformance	10	10		Yes. Signs are posted at appropriate	